

PERSONNELPaydays

Personnel employed under contract for a specific number of months shall receive one-twelfth of their annual salary on or about the first of the month.

Employees on ten-month contracts will receive their first installment on or about October 1st.

Employees on eleven-month contract will receive their first installment on or about September 1st.

Employees on twelve-month contract will receive their first installment on or about August 1st.

If a person terminates employment prior to the completion of a contractual period, the employee's final pay shall be prorated on a per diem basis.

Editor's Note

See also school board policy #5-31.

Regulatory Authority:

Code of Va., §22.1-296. Payment of employees.—"Each school board shall provide for the payment of teachers, principals, assistant principals and other employees monthly, semi-monthly or biweekly, as may be determined by the school board."

Approved by Division Superintendent: March 24, 1987